

Title: Fleet Management Department / Central Shops Climate Action Plan  
Data Year: Fiscal Year 2010-2011  
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### 1. Introduction

GSA Fleet Management / Central Shops is at the forefront of the City's efforts to reduce the impact of our vehicle operations. We support fleet-reduction efforts by tracking vehicle usage and disposal of older and under-used vehicles across multiple agencies. We supply biodiesel and CNG fuel, and enforce City purchasing requirements for alternative-fuel vehicles. We track and report to CARB the status of the City's on and off-road diesel fleet, and work with departments to retire or retrofit older equipment to reduce emissions and comply with state law. We enable and encourage departments to substitute carsharing, carpooling and electric vehicles for single-user conventionally-fueled vehicles. We network with outside agencies to obtain funding for electric vehicles and chargers.

### 2. Departmental Profile

#### -Departmental Mission

The mission of Fleet Management/Central Shops is to provide timely, quality and cost-effective fleet solutions for a sustainable City.

#### -Departmental Budget

\$24,290,000

#### -Number of Employees

100

#### -Facilities

Our facilities consist of 5 vehicle repair shops (addresses and square footage in the table below). Our main shop on Jerrold consists of 3 buildings, including management office space and repair shops dedicated to light duty, heavy trucks and equipment, fire trucks, machine shop (for fabrication of valves for Fire and PUC and maintenance of various City facilities) and maintenance/fabrication of custom wood ladders for the Fire Department.

The other 4 shops are largely dedicated to Police/DPT, DPW, Rec & Park and Port vehicle repair, and are located on those departments' properties. The Bryant shop includes a gasoline station,

and the MLK and Chavez shops include fuel stations that dispense CNG, propane and biodiesel blend in addition to gasoline.

1800 Jerrold	47,018 square feet
850 Bryant	4360 square feet
100 MLK Drive	9271 square feet
2323 Cesar Chavez	1928 square feet
Pier 50	4500 square feet

-Vehicles

Our fleet consists of 17 pickups and vans, plus 2 tow trucks, 1 car, 1 electric SUV, 5 electric carts, 2 gas carts, and a couple of propane-powered forklifts. We use the vehicles mainly for carrying parts and personnel between our locations and our customers' locations and vehicles. We reduced our fleet by 2 pickups and 2 cars in the last year, voluntarily covering all of GSA's fleet-reduction required under HACTO for the year.

In addition to the vehicles operated by Central Shops, we are the designated custodian of all 675 light duty passenger vehicles operated by general government departments (General Funded, non-Safety). Under the direction of the City Administrator, we are engaged in a long-term effort to identify opportunities to reduce this fleet through inter-departmental pooling, and to replace its older, more polluting vehicles with new, lower- and zero-emissions vehicles.

-Departmental Contact Information

Department Climate Action Plan contact: Dan Coleman (email dan.coleman@sfgov.org, phone 550-4636), Fleet Analyst, with experience planning and implementing major fleet greening and reduction initiatives.

Department Energy Conservation liaison: Dave Del Grande (email dave.del.grande@sfgov.org, phone 550-4603), Assistant Director of Central Shops, has managed our facilities long-term and coordinated energy audits and numerous conservation and greening initiatives.

**3. Departmental Carbon Footprint & Historical Analysis**

***3a. Facilities & Reduction Measures***

The facilities list in Google Docs has been verified by the Climate Liaison.

**3a1. Energy**

**Fiscal Year 2010-2011 Carbon Footprint from Consumption of Electricity, Natural Gas and Steam**

GHG Emissions from Electricity: 678,786 kWh consumed, 10.02 Metric Tons of CO2e.

GHG Emissions from Natural Gas: 151,603 therms consumed, 806.47 Metric Tons of CO2e.

**Energy Efficiency & Conservation**

We have already replaced Shops lighting with high-efficiency fixtures and replaced all computers, monitors and servers with new Energy Star Gold standard equipment. We continue to ensure that all new computer and electrical equipment is compliant with Energy Star Gold standard.

**Compliance with Lighting Efficiency Ordinance**

All buildings owned by Fleet Management / Central Shops are compliant with the requirements outlined in the Commercial Lighting Efficiency Ordinance (SF Building Inspection Commission Code Chapter 13D).

**3a2. Water**  
**Fiscal Year 2010-2011 Water Consumption**  
Water Consumption: 778,668 in FY11.

**3b. Fleet & Fuel Reduction Measures**

The vehicles list and liquid and gaseous fuel consumption values in Google Docs have been verified by the Climate Liaison to be accurate and complete.

**3b1. Fuel**

**Fiscal Year 2010-2011 Carbon Footprint from Mobile Combustion of Fuel**

GHG Emissions from Unleaded Gasoline: 17,834 gallons consumed, 157.08 Metric Tons of CO<sub>2</sub>e.

GHG Emissions from Compressed Natural Gas: 1,814 gasoline gallon equivalents consumed, 11.07 Metric Tons of CO<sub>2</sub>e.

GHG Emissions from Propane (LPG): 2,870 gallons consumed, 16.61 Metric Tons of CO<sub>2</sub>e.

GHG Emissions from 5% Biodiesel (B5): 6,137 gallons consumed, 59.16 Metric Tons of CO<sub>2</sub>e.

GHG Emissions from 20% Biodiesel (B20): 616 gallons consumed, 5.00 Metric Tons of CO<sub>2</sub>e.

**3b2. Fleet**

**Healthy Air and Clean Transportation Plan for Fiscal Year 2011-2012**

Fleet Management / Central Shops submitted a plan to SF Environment to comply with the Healthy Air and Clean Transportation Ordinance. The plan is attached.

**Biodiesel Fuel**

Fleet Management / Central Shops' biodiesel-blend consumption is detailed above. We do not consume any unblended ("red") diesel. We have prepared a proposal to increase all departments' use of biodiesel by replacing the single-walled tank at our Chavez St station with a double-walled tank so we can once again dispense B20 there instead of B5. For the time being, that upgrade is constrained by fiscal considerations.

**3c. Historical Analysis**

In FY11, we eliminated 4 vehicles from our own fleet, and supported City-wide fleet reduction efforts through reporting and monitoring.

Our department's total emissions declined by over 9% in FY11, with significant reductions both from facilities and mobile sources.

We are participating in City- and Region-wide electric vehicle and charger purchasing initiatives, which will add 11 battery electric vehicles (and chargers) to the City fleet. We've already taken delivery of 14 Dodge plug-in hybrid pickups and chargers and distributed them to departments across the City. These were funded by the federal Recovery Act, at no cost to the City. The pickups will be kept for 3 years, and the chargers will remain behind permanently, as an encouragement for departments to purchase further battery electric and plug-in hybrid vehicles.

**4. Other Sustainable Practices**

**4a. Zero Waste**

Completed Waste Assessment Questionnaires are attached as an Appendix to this report.

Facility address	Commitment
1800 Jerrold	Send email reminders to staff to enroll in e-Payroll.
850 Bryant	Send email reminders to staff to enroll in e-Payroll.

100 MLK Drive	Send email reminders to staff to enroll in e-Payroll.
2323 Cesar Chavez	Send email reminders to staff to enroll in e-Payroll.
Pier 50	Send email reminders to staff to enroll in e-Payroll.

#### **4b. Transportation Options**

Although Shops is located on one bus line and not far from the Muni T-line, there are very few residential neighborhoods one could commute from without transferring at least once. Also, we are located in a high-crime area. For these reasons, employees do not use transit. Two employees commute by bicycle and the rest by car or motorcycle. Several employees carpool, and we are in communication with Environment’s commuter benefits staff to obtain appropriate materials for our shop supervisors to present to staff in their bi-weekly meetings, with the goal of increasing carpool use.

For work-related trips, all shops maintain a number of bicycles, which are also made available to customers from other departments who are dropping their vehicles off for service, to reduce the practice of sending 2 employees in 2 vehicles. We recently obtained bicycle racks to make them a more prominently available and attractive option.

#### **4c. Green Purchasing**

Working with DPH Environmental Health consultant, we have tested a wide variety of less-polluting alternative products for parts cleaning, lubrication and other automotive and shop functions, and adopted the least polluting and most effective products for each function. Our Buy Green Scorecard is attached.

#### **4d. Information Technology**

Last year we replaced all computers, monitors and servers with new equipment of Energy Star Gold standard, and we continue to ensure that all new IT equipment meets that standard. GSA’s internal IT department manages our IT infrastructure and ensures that it complies with City and departmental GHG reduction efforts.

#### **4e. Carbon Sequestration / Urban Forest**

N/A.

### **5. Community Wide Impact**

GSA Fleet Management has been central to the City’s efforts to promote carsharing and electric vehicles. We worked with the City Administrator’s office to negotiate a City contract with City CarShare that included a discount plan for City employees’ personal memberships, and helped publicize that option. We also were involved in setting up the 3 EV chargers across from City Hall. Currently we are participating in a region-wide EV purchasing effort that will include publicly accessible EV chargers and will raise public awareness of electric vehicles’ availability and viability.

#### **Appendices**

5 Waste Assessment Questionnaires

HACTO Plan for all of GSA (sections 1 and 2 prepared by Fleet, and section 3 includes Fleet/Central Shops Transit-First plan as well as those of other parts of GSA).

Buy Green scorecard.